

FRESNO, CALIFORNIA

CLASS SPECIFICATION

SENIOR CRIMINALIST

FLSA STATUS:

Exempt

CLASS SUMMARY:

The Senior Criminalist is the second level in a two level Criminalist series. Incumbents are responsible for performing specialized, highly technical criminalistics evaluations, including DNA analysis, in connection with the identification and comparison of physical evidence submitted to the Department of Justice Crime Laboratory. Incumbents may conduct field investigations at crime scenes to search for, collect, and preserve evidence for laboratory analysis, and reconstruct situations and physical evidence of a crime in the demonstration of proof of the connection of persons, instruments or materials with the crime.

The Senior Criminalist is distinguished from the Criminalist by its responsibility for serving as a lead worker to other employees.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

**FRE-
QUENCY**

1.	Makes work assignments, oversees the work of other staff, trains, prepares reports, and performs administrative tasks in the absence of the supervisor.	Varies 0 – 10%
2.	Interprets and demonstrates complex scientific principles and performs DNA analysis of biological samples submitted as evidence in criminal cases.	Daily 20%
3.	Performs complex physical and chemical analyses of evidentiary material of specimens such as blood, narcotics, drugs, hairs and fibers, metals, tool marks, and body tissues and fluids.	Daily 15%
4.	Conducts visual, microscopic, and other technical examinations and comparisons of tool marks, firearms and other weapons, bullets, cartridge cases, and ammunition.	Daily 10%
5.	Provides forensic research, application, advanced casework, methodology development, and training to local forensic scientists and law enforcement agencies.	Daily 10%
6.	Prepares and develops photographs and photomicrographs using black and white and color films.	Daily 10%
7.	Prepares written findings and displays for court presentation; testifies concerning findings as established by laboratory analyses and interprets findings as a qualified expert witness.	Weekly 5%
8.	Contacts other scientific investigatory agencies to coordinate findings or to seek alternative methods of analysis involving specific case studies.	Weekly 5%

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TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)		<u>FRE- QUENCY</u>
9.	Conducts research into new methods and procedures of scientific criminal investigation or other special assignments as directed.	Monthly 5%
10.	Processes crime scenes and/or clandestine laboratory scenes for physical evidence and reconstructs events of crimes from physical evidence.	Monthly 5%
11.	Processes crime scenes and/or clandestine laboratory scenes for physical evidence and reconstructs events of crimes from physical evidence.	Monthly 5%
12.	Performs other duties of a similar nature or level.	As Required

Training and Experience (positions in this class typically require):

- Three years of experience as a Criminalist with the City of Fresno, including two years of full-time experience in one or more of the core disciplines (listed under Necessary Special Requirements) are required;

Or

- A Bachelor's Degree in Criminalistics, Chemistry, Biology/Biochemistry, Forensic Science, or one of the physical or biological sciences, or a closely related scientific field, including eight semester hours of general chemistry and three semester hours of quantitative analysis; and, four years of recent full-time professional experience beyond the trainee level in a physical or biological science laboratory setting as a chemist, biochemist or a related position, including two years as a Criminalist in one or more of the core disciplines (listed below) and independent responsibility for quantitative and qualitative analyses are required.

Or

- A Bachelor's Degree in Criminalistics, Chemistry, Biology/Biochemistry, Forensic Science, or one of the physical or biological sciences, or a closely related scientific field, including eight semester hours of general chemistry and three semester hours of quantitative analysis, and four years of recent full-time professional experience in a physical or biological science setting in one or more of the core disciplines performing independent research related to Forensic Science.

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Necessary Special Requirements:

- Trace Evidence
- Controlled Substance/Clandestine Laboratory
- Biology/DNA
- Firearms
- Toxicology

Notes:

- Possession of a Master's degree in Criminalistics or Forensic Science without a qualifying Bachelor's Degree is not acceptable.
- A Master's degree in a physical or biological science may be substituted for one year of required general experience.
- A Ph. D. in a physical or biological science may be substituted for two years of the required general experience.

Licensing Requirements (positions in this class typically require):

- Basic Class C License

Knowledge (position requirements at entry):

Knowledge of:

- Principles, policies, practices and operations in assigned area of responsibility;
- Chemistry, physics, biology/bio-chemistry, physiology and botany principles;
- DNA analysis, including Combined DNA Index System (CODIS);
- Mathematical concepts;
- Crime scene processing procedures;
- Applicable Federal and State statutes and case law covering contraband, drugs, and the use of physical evidence in court;
- Rules and criminal procedures concerning time limits, discovery, evidence and expert witnesses;

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Skills (position requirements at entry):

Skill in:

- Safely operating and maintaining applicable tools and equipment
- Performing advanced testing and examination of forensic evidence and materials
- Performing a variety of scientific tests and analyses
- Assisting with the analysis of critical evidence and interpretation in complex physical evidence materials examinations, including DNA analysis
- Securing the cooperation of others in difficult work situations
- Testifying in court
- Making accurate observations and records of test results
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, business, organizations, elected and appointed officials, media, etc. sufficient to exchange or convey information, give/receive work direction

Physical Requirements:

Positions in this class typically require: feeling, finger dexterity, grasping, hearing, repetitive motions, seeing, talking, bending, kneeling, lifting, reaching, standing, stooping, walking, balancing, climbing, crawling, crouching, pulling and pushing.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical hazards, vibrations, fumes, odors, dusts, poor ventilation, adverse weather conditions, environmental hazards, gasses, chemicals, oils, work space restrictions, inadequate lighting, intense noises, blood and other bodily fluids and travel.

Incumbents may be subjected to adverse and/or unfriendly individuals or crime scenes including decomposing bodies and autopsies.

Note:

The above job specification is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Classification History:

Draft prepared by Fox Lawson & Associates (LM)

Date: 12/2007

Reviewed by the City of Fresno

Date: 5/2008